

Minutes of the Meeting of the
Warner Village Water District Commissioners
At 9:00 A.M. on
August 28, 2017 at the Treatment Plant

Present: Peter Newman and Dan Lavoie, Commissioners; Ray Martin, Administrator; Chris Perkins, Treasurer; Chuck Come, Superintendent; and Jim McLaughlin, Clerk.

Approval of Meeting Minutes

Minutes of the Commissioners' regular meeting held on July 24, 2017 were approved as submitted.

Administrator's Report

Nothing new on PUC action concerning North Village Road.

Ray reported that about half of the customers who were billed have returned a completed questionnaire. The average household size of those reporting is two persons, with the majority residing in town the entire year. Ray said he would summarize the results for the Commissioners.

Ray distributed the expense and revenue report as of the end of July. Water and sewer rents have lagged behind budget figures, but he noticed an uptick in July. However, year-end rents may not reach anticipated budget levels.

Concerning electricity expenses, Ray explained that in next year's budget, he plans to include separate line(s) in the revenue side showing income generated by the solar array and from the carbon credit. Ray reported that no carbon credits have yet been received, despite his repeated inquiries of Harmony, the array installer. Harmony claimed they were looking for a different broker to handle this transaction. The Commissioners suggested the District might look for another broker instead of relying on Harmony.

On the McDonalds pump station maintenance line, Ray explained the large expense was for needed parts that Chuck has installed on the pump to solve problems with the unit. Since these repairs were completed, Chuck has not had to be called out for emergency repairs. Also since he did the work himself, the District has realized considerable savings by avoiding outside contractor expenses.

Ray informed the Commissioners that Bob Irving who will be relocating the Smith house to a small lot on Kearsarge Mountain Road has been in touch concerning water and/or sewer service for the new location. The Commissioners discussed options for hooking in to the District, and concluded that Bob could approach the apartment building owner across the street to tie in to their water service as well as possibly sewer. But it would be between these two parties and not involve the District. Another possibility discussed was to tie into the service line(s) on the lot immediately south on the same side of the street. This alternative would also be between the two parties.

The Commissioners then agreed that there would be a minimum tie-in fee of \$500 for each service, plus the cost of any materials, such as meters involved in the hookup.

The Commissioners discussed the possibility of revising the District's relationship with Joe Damour, once Chuck's has earned all necessary licenses, both in water and sewer. This would involve retaining Joe's services on an as-needed basis. Chuck stressed the need to keep Joe involved at some level going forward for his expertise.

Discussed the new fire station site and a potential tie-in fee the District might charge the Town. The Commissioners agreed that no tie-in fee would be charged, but that cost for meters required would be billed to the Town.

Ray advised that the audit has been received and findings include the need for the District to adopt two policies, one regarding investments of surplus funds and the second concerning the process of competitive bidding on capital projects. Ray will prepare drafts that address these findings.

Ray mentioned that EPA has been in touch to advise that they have received the report prepared by the District's contractor concerning land application of treatment plant effluent and that they will be submitting comments on the report.

Superintendent's Report

Chuck reported on the Granite State Rural Water Association's work on the performance audit of the water system. He said that the changes to the water seals on the three pumps in the plant building should significantly reduce water that has been unaccounted for.

Chuck commented on the Town's attempt to find a solution to getting a 6" water line to the Town Hall for a planned fire suppression system in the downstairs kitchen. He has recommended the Town hire an engineer to do the necessary tests needed to determine that required flows are available for the sprinkler system to operate.

Chuck voiced concern for the Library's water quality, since the domestic water line is tied into the 6" sprinkler line. Because water in this line does not move much, there exists the potential for bacteria to grow and tainted water to be consumed by Library patrons and staff. The best fix would be a separated line into the building. Alternatively, a bubbler with bottled water might be considered. Chuck recommended that water quality tests be taken when this line is periodically flushed.

Chuck reported that well #1 is back in service. Only one impeller was removed in the process of reducing the rate of water pumping. Also the valve has been closed down as a further measure. Chuck said that with the cleaning performed on this well, he is confident the well will perform better, with less infiltration of fine materials. It is currently drawing 130 GPM. The next step is to clean well #2 in a less than full refurbishment process, a much less expensive alternative. Once this is accomplished, Chuck expects a much better long term operation of both wells at the lower pumping rate.

Chuck asked Ray to assist him in obtaining as-built plans for the roundabout and the new liquor store, regarding the location of water and sewer services.

Chuck advised that he and Stan have been locating curb stops at various properties throughout the precinct over the past several weeks and plan on completing this survey soon. Once locations have been found and documented, they are attempting to operate the valves to determine if they are functional. Chuck said he had purchased new equipment to aid in this location process. Curb stops that don't operate, will have to be dug up and repaired. Once this job has been accomplished, the District needs to exercise the stops every two years.

The Commissioners agreed that at its next meeting, they will review the capital improvements program submitted to the Planning Board last year for any needed changes for this coming year.

The meeting was adjourned at 10:55 A.M.

The next Commissioners meeting: September 12, 2017 at 9 A.M.

Recorded by Jim McLaughlin, Clerk